



CANNON BUILDING  
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**STATE OF DELAWARE**  
**BOARD OF PROFESSIONAL LAND SURVEYORS**

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MEETING MINUTES:	<b>BOARD OF PROFESSIONAL LAND SURVEYORS</b>
DATE AND TIME:	<b>September 15, 2016 at 8:30 a.m.</b>
PLACE:	861 Silver Lake Boulevard, Dover, Delaware Conference Room A, first floor of the Cannon Building
APPROVED:	October 20, 2016

**MEMBERS PRESENT**

Franco R. Bellafante, Professional Member, Chair, Presiding  
Rhonda West, Public Member, Secretary  
James Bielicki, Jr., Professional Member  
Lakiyah Chambers, Public Member (9:02 a.m. – 10:23 a.m.)  
Kelly Katz, Professional Member

**MEMBERS ABSENT**

Charles Adams, Jr., Professional Member, Vice-Chair  
Carla Cassell-Carter, Public Member

**DIVISION STAFF**

Meredith Hurley, Administrative Specialist II  
Kevin Maloney, Deputy Attorney General

**CALL TO ORDER**

Mr. Bellafante called the meeting to order at 8:40 a.m.

**REVIEW AND APPROVAL OF MINUTES**

Mr. Katz moved, seconded by Mr. Bielicki, to approve the July 21, 2016, meeting minutes as amended. By unanimous vote, the motion carried.

**UNFINISHED BUSINESS**

**Continued Discussion of Plan Certification Notes**

This discussion was tabled until the next meeting.

#### Review of Substantially Related Crimes List

Mr. Bielicki moved, seconded by Mr. Katz, to eliminate any crime lower than a felony from the crimes list. By unanimous vote, the motion carried. Mr. Maloney will draft and present the changes at the next scheduled meeting.

#### Follow-Up to Mr. Szymanski Correspondence

Mr. Maloney pointed out some clean-up that was needed as a result of the ethics requirement being removed from the continuing education requirements. There were some other sections that still reflected the ethics and will need to be removed. The Board also agreed to add a statement that at least half of the CEs must be directly related to the practice of land surveying.

The Board discussed possible changes to 15.2 of the regulations pertaining to jurisdictions that are substantially related to Delaware. The Board decided that 15.2 should not be changed at this time.

### **NEW BUSINESS**

#### Review and Consider Hearing Officer Recommendations

After discussion and deliberations, Ms. West moved, seconded by Ms. Chambers, to accept the Hearing Officer Recommendations as written for Robert Hughes. By unanimous vote, the motion carried. Mr. Maloney will prepare the order for the Board to review during their next regularly scheduled meeting.

#### Courses for Professional Development Hours Approval

Mr. Katz moved, seconded by Mr. Bielicki, to approve the 120 hours requested by Jeffrey Whitmore for "Introduction to Engineering." By unanimous vote, the motion carried.

#### Review of Application for Surveyor Intern

Mr. Katz moved, seconded by Mr. Bielicki, to approve Thor Lundin for licensure as a surveyor intern. By unanimous vote, the motion carried.

Ms. West moved, seconded by Mr. Katz, to amend the agenda to include Ryan Little for review of application for surveyor intern. By unanimous vote, the motion carried.

Mr. Katz moved, seconded by Ms. Chambers, to approve Ryan Little for licensure as a surveyor intern. By unanimous vote, the motion carried.

#### Review of Application for Licensure by Reciprocity

Mr. Bellafante moved, seconded by Mr. Bielicki, to approve Brad Pontz for licensure as a professional land surveyor contingent on a passing score of the Delaware Drainage and Jurisprudence Exam. By unanimous vote, the motion carried.

Mr. Bellafante moved, seconded by Mr. Katz, to approve John Luciani for licensure as a professional land surveyor contingent on a passing score of the Delaware Drainage and Jurisprudence Exam. By unanimous vote, the motion carried.

Ratification of Issuance of Land Surveying Certificate of Authorization

Mr. Bielicki moved, seconded by Ms. West, to ratify the certificate of authorization for Production Builder Services, Inc. dba Carter and Clark (S8-0000136). By unanimous vote, the motion carried.

Review and Approve 2017 Meeting Calendar

Ms. Chambers moved, seconded by Mr. Katz, to approve the 2017 meeting calendar. By unanimous vote, the motion carried.

**CORRESPONDENCE**

The letter dated August 2016 from SELC was written for structural engineers and was sent as an informational item only.

**OTHER BUSINESS BEFORE THE BOARD (FOR DISCUSSION ONLY)**

Mr. Bellafante brought up the newspaper article concerning the bridge error in Newport. His concern was with the Division of Highways and if they were expected to follow the Board's statute and regulations when on a jobsite. The point being made was that there were no professional land surveyors on the job when the surveying was done for this bridge project and the Board's statute requires it.

Mr. Katz would like to see the term surveyor technician removed from the state job classification because the Board's law shows the requirements of a survey technician and under those laws they need to be under supervision of a licensed professional land surveyor.

The Board reviewed the different classifications that were under the state's job descriptions. Ms. Chambers pointed out that the job classifications listed are not necessarily job positions and the state will group jobs into one category which falls under that one classification.

Ms. West mentioned that internal communications could help resolve the misinformation being put out to the public.

Mr. Bellafante stated he has been looking into the emeritus status of former Board members and has not received any information to date.

Mr. Bellafante suggested that the Board consider reviewing their forms for potential revisions. He was specifically worried about the person in charge on the certificate of authorization applications and how many businesses the PIC should be allowed to be listed under.

Mr. Bielicki stated he had attended the annual NCEES meeting and at the meeting it was stressed that disciplinary cases need to be uploaded to the NCEES database so other boards have access to any disciplines from other jurisdictions.

Mr. Bielicki also mentioned that October 2016 will be the official start of computer based testing for the PS exam.

**PUBLIC COMMENT**

There was no public comment.

**NEXT MEETING**

The next meeting will be held Thursday, October 20, 2016 at 8:30 a.m., Conference Room A, second floor of the Cannon Building, 861 Silver Lake Blvd., Dover, DE 19904.

**ADJOURNMENT**

There being no further business before the Board, Mr. Katz moved, seconded by Mr. Bielicki, to adjourn the meeting at 10:23 a.m. By unanimous vote, the motion carried.

Respectfully Submitted,

A handwritten signature in black ink, reading "Meredith Hurley". The signature is written in a cursive, flowing style.

Meredith Hurley  
Administrative Specialist II